

Oakbridge Community Services Association

Minutes • Board Meeting • 2021 Dec. 1 • Draft B

1. Call to Order and Quorum Count

Meeting called to order via Zoom at 7:04 PM by President Denton.

6 Board members on line: Mark Allen, Kraig Bodie (Vice-President), Abigail Darwin, Brent Denton (President), and Laura Schweitzer (Treasurer), and Jordan Speicher; also on line: Richard S. Russell (Secretary)

2. Adoption of the Agenda

Without objection, accepted as distributed.

3A. Introductions of Members and Guests

Guests: Brian Shah, Brian Strobel

3B. Remarks by Guests

Brian Shah thanked everybody for leaf raking a couple of weeks ago. It shows the courtesy and respect people have for our common areas.

Brian Strobel said he was interested in serving on the Board and wanted to sit in on a meeting to see how things worked.

4A. President's Report

(1) Recruitment. Daniel Holt, Jacob Specht, and Brian Strobel had expressed an interest in serving on the Board, and Brent had supplied them with information on expected duties and activities.

(2) Haen dog-park status. The Board's action will be covered in the minutes of Nov. 27-28.

4B. Treasurer's Report

November financials.

• *Deposits*: \$0.

• *Expenses*: Check #1209 for \$675.20 on the 5th to Lawn Care Plus; #1210 for \$198.81 on the 21st to city treasurer for water/sewer.

• *Cash on hand* at end of month: \$10,412.66.

4C. Secretary's Report

(1) Minutes of Nov. 3 Board meeting were distributed and approved without objection.

(2) Minutes of Nov. 27-28 Board action were distributed and approved without objection.

(3) Dues letter drafts. Proposed text for dues letters #1, 2, and 3 were displayed.

4D. Architectural Review Board Report

Deferred

4E. Social Committee Updates

Deferred

4F. Webmaster Report

Deferred

4G. Facebook Report

Change of ownership. Brent asked if anyone has stepped up to take over Facebook editorial duties after Abigail leaves the Board in January. Abigail said nobody has yet volunteered, but she will ask her predecessor how to transfer custodianship of the account to somebody else, perhaps at the annual meeting.

5A. Adoption of 2022 Dues Amount

Abigail moved, Jordan 2nded, to set the

2022 dues amount at \$110 per household as proposed by the Treasurer in the budget adopted on Nov. 3. Adopted without objection.

5B. Preparation for 2022 Annual Meeting

Date: Jan. 6 @ 6:30 PM. Richard to host via Zoom. Brent suggested getting comments from our alder. 20 minutes suggested. Abigail wanted to allow time for Q&A. 10 minutes suggested. Somebody from the police department? Brian Shah suggested Charles Tubbs, former UW police chief, who lives in our neighborhood. 15 minutes suggested. Brent will issue invitations.

Jordan will have ranked-order balloting procedure set up if needed. All candidates for the Board should have a couple of minutes to introduce themselves. If we have more candidates than vacancies, it'll take a little longer to run the election.

Publicity to go out electronically several times prior to the meeting. Question was raised about getting contact info for ~25 households where we don't currently have addresses. It was suggested that we might send out mailers to everybody, but that would be expensive and time-consuming. We do send out one paper mailing every year, the dues letter, and it was suggested that we could put a slip into each of those encouraging people to send their addresses to the Secretary.

Abigail wanted to be sure that the new dues-collection policy was explained to the members at the annual meeting, and she volunteered to do it.

Abigail asked whether it would be possible to have declarations of candidacy sent via e-mail instead of on a paper form. Richard was in favor of this but recalled that there may be a provision in our governing documents that required paper. He will look into it.

5C. Review of Proposed Text for Dues Letter #1

We have paid off all sidewalk and street charges, so the letter shouldn't even mention those. The increasing costs of ongoing operations plus keeping a prudent reserve means that the dues couldn't be reduced much lower than they were last year.

Jordan departed.

Richard will send out a revised draft in the next few days. Abigail wanted to add a comment in Letter #2 about adding postage and filing fees chargeable to delinquent dues payers.

5D. Plan for Mailing Dues Letter #1

After moving target dates around a little bit on the calendar, the following were agreed upon by consensus as dates to shoot for:

- Date on Letter #1: Mon. Jan. 10
- Due date for dues: Mon. Feb. 28
- Date on Letter #2 (overdue): Mon. Mar. 7
- Date on Letter #3 (warning): Mon. Apr. 4
- Date for filing liens: Mon. Apr. 25

5E. Next Board Meeting

The next Board meeting will, by consensus, occur on the same Zoom link as the annual meeting, immediately after that meeting, for the primary purpose of electing officers.

6. Announcements

none

7. Adjournment

Meeting adjourned at 8:26 PM.

Respectfully submitted,
Richard S. Russell, Secretary